



CALIFORNIA DEPARTMENT OF WATER RESOURCES
WATER USE AND EFFICIENCY BRANCH
P.O. Box 942836
Sacramento, CA 94236-0001

FINAL

AGRICULTURAL WATER USE EFFICIENCY 2015 GRANTS



GUIDELINES AND PROPOSAL SOLICITATION PACKAGE

Proposals Due: March 30, 2016

1/27/2016

**FINAL AGRICULTURAL WATER USE EFFICIENCY 2015-16 GRANTS
PROPOSITION 1
GUIDELINES AND PROPOSAL SOLICITATION PACKAGE**

Notice of Public Workshop

Workshop Date and Location:

February 10, 2016
10:00 am to 12:00 noon

Department of Water Resources
Large Conference Room, 2nd Floor, 901 P Street
Sacramento, California 95814

Webinar

<https://resources.webex.com/resources/j.php?MTID=me403d878dff6669fd31c13c4151953fa>

Conference Call: 1-877-952-3588

Attendee access code: 590 225 6

The complete text of the Final Agricultural Water Use Efficiency 2015 Grants Proposition 1 Proposal Solicitation Package (Agricultural Water Use Efficiency PSP) and related attachments are available at <http://www.water.ca.gov/wuegrants/SolicitationsProp1AG.cfm>.

Purpose of Workshops:	Provide information about the Final Agricultural Water Use Efficiency PSP, application requirements, DWR Bond Management System (GRANTS) application submittal process, and criteria for review and selection.	
Workshop Agenda:	- Welcome and Introductions	15 min
	- Agricultural Water Use Efficiency PSP and Application Requirements	25 min
	- Review and Selection Criteria	25 min
	- GRANTS Application Submittal Process	25 min
	- Questions	30 min
	- Adjourn	

Proposals Due: 5:00 PM on March 30, 2016

Proposal Submittal:

Submit both on-line on GRANTS and send hard copy to DWR

by mail to:

Department of Water Resources
Water Use and Efficiency Branch
Attn: Fethi BenJemaa
P. O. Box 942836
Sacramento, California 94236-0001

or hand delivered or by overnight carrier to:

Department of Water Resources
Water Use and Efficiency Branch
Attn: Fethi BenJemaa
901 P Street, Third Floor
Sacramento, California 95814

For More Information:	Please contact Fethi BenJemaa at (916) 651-7025 or by e-mail at wuegrants@water.ca.gov
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FINAL AGRICULTURAL WATER USE EFFICIENCY 2015 GRANTS

PROPOSITION 1

GUIDELINES AND PROPOSAL SOLICITATION PACKAGE

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FINAL AGRICULTURAL WATER USE EFFICIENCY 2015 GRANTS

PROPOSITION 1

GUIDELINES AND PROPOSAL SOLICITATION PACKAGE

1. INTRODUCTION

The Department of Water Resources (DWR) is seeking proposals for agricultural water use efficiency projects that produce State benefits. The total amount of funding is \$30 million.¹ For a breakdown of the funding, go to Section 8 - Distribution of Funds.

Exhibits I through VII provide additional information and guidance for preparing proposals and are posted on DWR's website. Applicants are encouraged to read the entire Proposal Solicitation Package (PSP) at <http://www.water.ca.gov/wuegrants/SolicitationsProp1AG.cfm> before preparing their Proposals.

Applicants must submit their proposals using the [GRANTS](#) on-line application submittal system and by sending a hard copy to DWR, which will be explained in further detail in Section D (Proposal Submittal – Contents) of this PSP.

2. BACKGROUND

In November 2014, California voters passed Proposition 1, the Water Quality, Supply, and Infrastructure Improvement Act of 2014 (Division 26.7 of the California Water Code [CWC]). Proposition 1 §79701(e) provides funding to implement three objectives of the California Water Action Plan², an initiative that establishes state water planning priorities. Chapter 7 of Proposition 1 provides funding to improve regional water self-reliance security and adapt to climate change effects on water supply (CWC §79740 et seq). Specifically, Proposition 1 §79746(a)(2) authorizes funding for agricultural water management plans and agricultural water use efficiency projects and programs developed pursuant to Part 2.8 (commencing with Section 10800) of Division 6 of the CWC (Agricultural Water Management Planning Act).

Subsequent to Proposition 1, Governor Brown issued Executive Order B-29-15 on April 1, 2015 in response to the continued drought state of emergency. Executive Order B-29-15 Directive 13 directs DWR to give priority in grant funding to agricultural water suppliers that supply water to 10,000 to 25,000 acres of land for development and implementation of Agricultural Water Management Plans.

This grant program implements Proposition 1 §79746(a)(2) and directly supports Executive Order B-29-15 and California Water Action Plan, Action Number One: Make Conservation a California Way of Life, as well as supporting several other Actions, either directly or indirectly. Funding through this grant program is also directed towards achieving or exceeding agricultural water management planning and water use efficiency targets as identified in Senate Bill X 7-7 (Part 2.55 and Part 2.8 of Division 6 of the CWC) and implementation of Agricultural Water Management Plans for agricultural water suppliers supplying water to 10,000 to 25,000 acres of land.

¹ An additional \$3 million is allocated for a joint RFP with the California Department of Food and Agriculture (CDFA) to fund a pilot project that will incentivize joint efforts and partnerships between an irrigation district and its growers to save water and reduce GHG emissions through on-farm as well as district's conveyance water use efficiency improvements.

² For more information about the California Water Action Plan, go to:
http://resources.ca.gov/docs/california_water_action_plan/Final_California_Water_Action_Plan.pdf

3. ELIGIBLE APPLICANTS

The following entities involved with water management are eligible to apply (CWC §7912(a)):

- Public agencies³
- Nonprofit organizations
- Public utilities
- Federally recognized Indian tribes or state Indian tribes on California's Tribal Consultation List
- Mutual water companies⁴
- Investor-owned utilities regulated by the California Public Utilities Commission⁴

Applicants that are agricultural water suppliers must adopt and submit an agricultural water management plan in accordance with the Agricultural Water Management Planning Act (Part 2.8, commencing with §10800, of Division 6 of the CWC) and comply with the requirements of Part 2.55 (commencing with §10608) of Division 6 of the CWC prior to receiving funding (CWC §79712(b)(3) and (4)). Applicants that are urban water suppliers must adopt and submit an urban water management plan in accordance with the Urban Water Management Planning Act (Part 2.6, commencing with §10610, of Division 6 of the CWC) (CWC §79712(b)(2)). For further information, see Section 11 (Grant Agreement Requirements: Compliance with Applicable Regulations and Legislation).

Applicants are encouraged to collaborate with others and submit proposals on a regional scale. Applicants who wish to collaborate on a project and pursue a regional approach to water conservation and water use efficiency may elect to use a contractor-subcontractor relationship, a joint venture, a joint powers authority, or other appropriate mechanisms. However, Grant Agreements shall be executed with one eligible entity only. The proposal shall clearly indicate who will sign the Grant Agreement and who will thereby be responsible for implementation, invoicing, reporting, and accounting. The proposal must describe the nature of the agreement between the other participants, including the allocation of decision-making authority and liability, as well as the responsibilities and tasks to be performed by the different entities and costs associated with these tasks.

While applicants are encouraged to collaborate on a regional basis, to be eligible for funding, applicants are **not** required to be in an adopted Integrated Regional Water Management Plan or to comply with that program (CWC §79746(b)).

4. ELIGIBLE PROJECTS

A proposed project must generate State benefits to be eligible for grant funding. Benefits to the State include: water savings; increased in-stream flow or improved flow timing; improved water quality; increased energy conservation; reduction of greenhouse gas (GHG) emissions; and increased local water supply reliability. Only agricultural water use efficiency projects are eligible for funding (see project types below).

Project eligibility does not guarantee funding.

PROJECT LOCATION (GEOGRAPHIC SCOPE)

Projects within California are eligible.

³ With a couple of exceptions, a local agency that does not prepare, adopt, and submit its groundwater plan in accordance with groundwater planning requirements established under Division 6 (commencing with §10000) is not eligible to apply until the plan is prepared and submitted in accordance with requirements (CWC §79742(b)). Refer to Exhibit VII (Groundwater Planning Requirements) for details.

⁴ Projects from investor-owned utilities regulated by the California Public Utilities Commission and mutual water companies must have a clear and definite public purpose and must benefit water system customers, not the investors (CWC §79712(b)(1)).

PROJECT TYPES

All projects must:

- Contribute toward the implementation of the California Water Action Plan, Action Number One: Make Conservation a California Way of Life.
- Achieve or exceed agricultural water management planning or agricultural water use efficiency goals as specified in SB X7-7, Part 2.8 (<http://www.water.ca.gov/wateruseefficiency/sb7/docs/SB7-7-TheLaw.pdf>).

Section A – Implementation Projects: Agricultural water use efficiency projects and programs that create *measurable* water conservation or water use efficiency benefits.

Section B – Other Projects: Agricultural water use efficiency projects and programs that create *potential* water conservation or water use efficiency benefits. Such projects must be scoped in such a way that they will likely lead to the implementation of capital projects or water management programs; improved operations or better management of existing systems or processes; or, development of new technologies or processes. See Exhibit I for more details of eligible project types. The following provides examples of other agricultural water conservation or water use efficiency projects or programs, including training and technical assistance to maximize implementation of efficiencies across the state and federal water use efficiency programs:

- Technical Assistance
- Planning, Feasibility Studies, and Pilot Projects
- Research and Development
- Training, Education, and Public Outreach

5. INELIGIBLE PROJECTS

Ineligible projects include, but are not limited to:

- Implementation projects with a life span of less than 10 years
- Wellhead rehabilitation
- New storage tanks providing expanded capacity
- Water supply development
- Water treatment
- Wastewater treatment
- Flood control
- Recycled water – Does not include agricultural water reuse
- Groundwater banking projects
- Replacement of existing funding sources for on-going projects
- Political advocacy
- Purchase of water
- Establishment of a reserve fund
- Applicant's litigation costs
- Visitor centers
- Design, construction, operation, mitigation, or maintenance of Delta Conveyance Facilities (CWC §79710(a))

6. FUNDING RULES

- The applicant must provide at least a 50 percent cost share from non-state sources (CWC §79742(c)). Cost share can include, but is not limited to, federal funds, local funds, or donated ('in-kind') services. This requirement may be waived or reduced for projects directly benefitting a disadvantaged community (DAC) or economically distressed area (EDA) (see Section 8.0 for details) (CWC §79742(c)).
- Administrative costs must be reasonable, no more than about 10 percent for most projects. Projects with unjustified or excessive administrative, planning, or monitoring costs may be awarded reduced funding, may receive lower scores, or may be eliminated from funding. Applicants may use documented administrative costs as a local cost share.
- The applicant's contingency for each cost category in the project budget should be no more than 10 percent of the cost of the category.
- Applicant must provide the life of investment in years for implementation projects (Section A).
- For construction projects, a California registered civil engineer must prepare the Plans and Specifications and Certification Statements.
- Capital outlay expenditures shall be tied immediately and exclusively to the achievement of the project purposes. Equipment (such as computers, non-dedicated monitoring equipment, and others) that can be used for other purposes are not eligible for funding. Vehicles are not eligible for funding.
- Costs of buildings for Section B projects are not eligible.
- Construction, improvement, repair, and renovation projects, as well as projects involving the purchase and installation of project-specific equipment or other water saving devices, may be eligible.
- Projects that involve the applicant's customer(s) purchasing eligible equipment or devices, for which the applicant provides a rebate after installation, may be eligible for funding.

7. PROJECT PRIORITIES

Grant funds are provided as an incentive to regional or local entities to implement projects that are expected to create broad State-level public benefits as well as local benefits. Priority will be given to agricultural water use efficiency projects that:

- Directly achieve or be designed to facilitate water supplier and on-farm water use efficiencies (CWC §10608.48)
- Are not locally cost-effective (CWC §79746(a)(1)(A))
- Provide the most state benefits per grant dollar
- Focus primarily on service to disadvantaged communities or economically distressed areas (CWC §79742(d))
- Employ a regional scope of activities (CWC §10544 and §79741(b) and (c))
- Employ new or innovative technologies or practices (CWC §79707(e))
- Leverage private, federal or local funding to produce the greatest state level public benefit (CWC §79707(b))
- Improves irrigation water management to conserve water or to reduce the quantity of highly saline or toxic drainage water (CWC §10800(g))

- Provides water metering and/or volumetric pricing for agricultural water suppliers serving less than 25,000 irrigated acres (Executive Order B-29-15, Directive 13)
- Implement Agricultural Water Management Plan (AWMP) actions for agricultural water suppliers that supply water to 10,000 to 25,000 acres of land (Executive Order B-29-15, Directive 13)⁵
- Produce multiple benefits such as improved water quality, stream flow timing and quantity, and local water supply reliability (CWC §79742(f))
- Conserve energy and help the GHG emission reduction or carbon sequestration goals in implementation of the State Climate Change Adaptation Strategies⁶

8. DISTRIBUTION OF FUNDS

The funds are available in the following categories:

Agricultural Water Use Efficiency Projects	Available Funding	Funding Cap Per Project
Section A – Implementation Projects	\$27,000,000	\$3,000,000
Section B – Other Projects - Technical Assistance - Planning, Feasibility Studies, and Pilot Projects - Research and Development - Training, Education, and Public Outreach	\$3,000,000	\$300,000

In the event that insufficient qualified projects are submitted in one category and qualified projects exceeding the total allocated funds are submitted in another category, DWR may consider moving funds between sections. DWR will consider the mix of large and small projects as well as the regional distribution of projects in the selection process.

Not less than 10 percent of the funds (\$3 million) will be awarded to projects that directly benefit DACs or EDAs. A proportionate credit towards meeting this funding objective will be applied to projects that only partially serve DACs or EDAs. In the event insufficient qualified DAC or EDA project applications are submitted, funding will be used for other projects.

Funding is contingent upon successful sale of State General Obligation Bonds.

9. COST SHARE

The applicant is responsible for providing cost share or donated services from non-state sources (applicant cost share). Applicant cost share must be at least 50 percent of the total project cost. “Cost share” means funds made available by the grant recipient from non-state sources. Cost share may include, but is not limited to, federal funds, local funds, or donated (‘in-kind’) services from non-state sources. Refer to the Guidelines for Attachment 6 for examples of what kinds of local funds or donated (‘In-kind’) services could be considered for cost share. With respect to the foregoing, applicants are responsible for determining and complying with all applicable legal requirements concerning such cost shares or donated services.

⁵ Development of new Agricultural Water Management Plans for agricultural water suppliers that supply water to 10,000 to 25,000 acres of land and that do not already have an Agricultural Water Management Plan will be funded through a separate application process specifically for development of these plans.

⁶ http://resources.ca.gov/climate_adaptation/local_government/adaptation_policy_guide.html

DWR may offer a lower State funding than requested by the applicant, based on the grant selection panel's assessment of the project's State benefits relative to other projects, the number of projects being awarded, and whether the project is locally cost-effective. Applicants may request a reduction or waiver of the local cost share requirement for projects directly benefitting DACs or EDAs.

Applicants must disclose whether the project being applied for in this PSP is funded in part by another state grant, or if the applicant is planning to apply to another program for funding. For instance, if a portion of the project is being funded or considered for funding by another program, such as the Integrated Regional Water Management Program, while applying for funding under this Agricultural Water Use Efficiency PSP, the applicant must disclose this information in their proposal. During the application and award process, the applicant must notify DWR if another grant for the same project has been awarded. The same cost share may not be counted under both programs.

Project costs incurred prior to the execution of a Grant Agreement are not eligible for reimbursement, but may be considered, **at DWR's discretion**, as a part of the applicant's local cost share. Reimbursement is subject to execution of a Grant Agreement.

DISADVANTAGED COMMUNITIES AND ECONOMICALLY DISTRESSED AREAS

If the applicant is requesting a reduction or waiver of cost share based on inclusion of DACs or EDAs, the decision to grant, modify, or reject the request is at the discretion of DWR. A proportionate amount of the grant must benefit the DAC or EDA identified in the application.⁷ Applicants requesting a reduction or waiver of the cost share must submit a completed Attachment 8 with their proposal and identify the proposed reduction or waiver of the cost share (refer to Exhibit II and Attachment Guidelines for instructions and details). DWR will review the request for the reduction or waiver of the cost share and decide to accept, modify, or reject the request based on the DAC or EDA documentation, project state-benefits, and local DAC or EDA cost benefit ratio of the project.

COST EFFECTIVENESS – SECTION A PROJECTS

All Section A applicants are required to quantify their local water use efficiency benefits and identify the total project cost to local benefit ratio.

If the applicant demonstrates that the State and local benefits are not quantifiable and cannot be estimated, applicants are expected to demonstrate the relative balance of the local and State water use efficiency benefits qualitatively.

NOT LOCALLY COST-EFFECTIVE PROJECTS

For implementation projects (Section A), priority will be given to projects that are not locally cost-effective (CWC §79746(a)(1)(A)). A project is not locally cost-effective if its total annualized cost (annualized capital costs plus annual operation and maintenance cost) is greater than its annualized local monetary benefits.

LOCALLY COST-EFFECTIVE PROJECTS

A project is locally cost-effective if its total annualized cost (annualized capital costs plus annual operation and maintenance cost) is equal to or less than its annualized local monetary benefits. Locally cost-effective projects are eligible for funding; however, funding priority will be given to not locally cost-effective projects.

10. PROJECTS COMPLETION SCHEDULE

⁷ “For the purposes of awarding funding under this chapter, a cost share from nonstate sources of not less than 50 percent of the total costs of the project shall be required. The cost-sharing requirement may be waived or reduced for projects that directly benefit a disadvantaged community or economically distressed area.” (CWC §79742(c))

Project timelines and budgets, which will be incorporated into the Grant Agreement, may be multi-year, if necessary and appropriate. However, projects shall be completed within three years from the date of execution. In addition, since funding may be awarded for only a portion or for only certain tasks of a submitted project, the applicant should clearly identify the duration of each task.

Applicants can expect the Grant Agreement process to take at least six months before Grant Agreements can be completed and contracts signed by both parties.

Projects that fall over a year behind in activity or reporting may be terminated. Prior to termination, Grant Recipients will be notified of DWR's intent to terminate because of non-activity or non-reporting and will be given the opportunity to address the lapse. Acceptance of substantial project delays will be determined on a case-by-case basis at the discretion of DWR. Grant recipients whose Grant Agreements have been terminated may be required to repay all grant monies with interest.

11. GRANT AGREEMENT REQUIREMENTS

Prior to Grant Agreement execution, Grant Recipients must provide DWR with the following additional documentation:

COST SHARE COMMITMENT LETTER. Grant Recipients of projects selected for funding shall provide an institutional cost-sharing agreement (Cost Share Commitment Letter) signed by an official authorized to commit the applicant to all or part of the cost share, or a letter authorizing third party cost share or in-kind contribution signed by an official authorized to commit the third party.

RESOLUTION. Grant Recipients shall also provide a resolution from their governing board accepting the funds and designating a representative authorized to execute the contract and sign requests for disbursement.

AUDITED FINANCIAL STATEMENTS. Grant Recipients shall demonstrate the availability of sufficient funds to complete each project, as stated in the Cost Share Commitment Letter, by submitting the most recent three years of audited financial statements.

COMPLIANCE WITH APPLICABLE REGULATIONS AND LEGISLATION. Grant Recipients are required to comply with water conservation and/or water use efficiency legislation including Senate Bill (SB) X7-7 (Water Conservation), Assembly Bill (AB)1420 (Water Conservation Measures), SB X7-6 (Groundwater Monitoring), AB 1404 (Surface Water Diversion Reporting), and any other applicable regulation. DWR will require proof of compliance from the Grant Recipient and its project partners with these regulations or any applicable state laws and regulations that are in effect at the time the project is funded and throughout the project implementation period. Attachment 15 (Compliance with SB X7-7, AB 1404, AB 1420, and Other Requirements) of the grant application is a first step in documenting compliance. In the second step, the Grant Recipient will be required to provide supporting documentation of compliance to DWR to be eligible to receive the grant funding.

- a. Agricultural Water Management Plans (AWMPs) - An Agricultural Water Supplier is not eligible for a water grant or loan awarded or administered by the State unless the supplier complies with Part 2.8 (commencing with §10800) of Division 6 of the CWC (Agricultural Water Management Planning Act) (CWC §10852)⁸. Grant Recipients who are Agricultural Water Suppliers required by the Agricultural Water Management Planning Act to submit an AWMP to DWR must have submitted a complete AWMP to DWR to be eligible for any grant or loan (CWC §10608.56(b)). Such Grant Recipients and their applicable Agricultural Water Supplier co-applicants and cooperators, if any, must have AWMPs that meet the requirements (as determined by DWR) of the Agricultural Water Management Planning Act.
- b. Agricultural Efficient Water Management Practices - Agricultural Water Suppliers serving irrigated acreage of more than 25,000 acres excluding recycled water are not eligible for a water grant or loan awarded or

⁸ <http://www.water.ca.gov/wateruseefficiency/sb7/>

administered by the State unless the supplier complies with SB X7-7 water conservation requirements outlined in Part 2.55 (commencing with §10608) of Division 6 of the CWC (CWC §10608.56(b)) including:

- Agricultural Water Measurement Regulation
- Adoption of a pricing structure for water customers based at least in part on quantity delivered
- Implementation of all locally cost-effective and technically feasible Efficient Water Management Practices (EWMPs)

Compliance is to be reported in the AWMP. If not implementing all EWMPs (measurement, pricing, and all locally cost-effective and technically feasible EWMPs), the Agricultural Water Supplier must submit to DWR a schedule, financing plan, and budget for implementation to be included in the Grant Agreement (CWC §10608.56(d)).

- c. Urban Water Management Plans (UWMPs) - Water suppliers who were required by the Urban Water Management Planning Act (CWC §10610 et seq.) to submit an Urban Water Management Plan (UWMP) to DWR must have submitted a complete UWMP to be eligible for funding (CWC §10656). Grant Recipients and project proponents that are Urban Water Suppliers required by the Urban Water Management Planning Act to submit an UWMP to DWR must have a 2010 UWMP that has been verified as complete by DWR before a grant agreement will be executed. *Note to Urban Water Suppliers: The 2015 UWMPs are due to be submitted to DWR by July 1, 2016.* (<http://www.water.ca.gov/urbanwatermanagement/>)
- d. Best Management Practices (BMP, also called demand management measures) - Grant Recipients who are Urban Water Suppliers must also be compliant with AB 1420 Water Conservation Requirements (CWC §10631.5) by having submitted complete AB 1420 documents (compliance tables and supporting documentation) (<http://www.water.ca.gov/wuegrants/>) to be considered eligible for grant funding. This requirement terminates on July 1, 2016 and will be replaced by provisions in CWC §10608.56 described below.
- e. Water Conservation - CWC §10608.56(a) states that on and after July 1, 2016, an Urban Water Supplier is not eligible for a water grant or loan awarded or administered by the State unless the supplier complies with SB X7-7 water conservation requirements outlined in Part 2.55 (commencing with §10608) of Division 6 of the CWC. Programs may follow AB 1420 compliance until the bill terminates on June 30, 2016 and switch to SB X7-7 compliance on July 1, 2016.
- f. Water Meters - Grant Recipients and associated cooperators, if applicable, who are Urban Water Suppliers must be compliant with Water Metering Requirements (CWC §525 et seq.) by submitting a certification form (<http://www.water.ca.gov/wuegrants/>).
- g. Groundwater Monitoring - CWC §10920 et seq. (SB X7-6) requires the formation of a groundwater monitoring program designed to monitor and report groundwater elevations in all or part of a basin or sub-basin. The CWC §10933.7 limits the ability of counties and other entities specified in CWC §10927(a)-(d) to receive grants or loans in the event that DWR is required to perform groundwater elevation monitoring functions in high and medium priority basins pursuant to CWC §10933.5. Groundwater monitoring requirements are part of the California Statewide Groundwater Elevation Monitoring (CASGEM) Program (<http://www.water.ca.gov/groundwater/casgem/>).
- h. Groundwater Management Plans - With a couple of exceptions⁹, a local agency that does not prepare, adopt, and submit its groundwater plan in accordance with groundwater planning requirements established under

⁹ “The groundwater management plan requirement shall not apply to a water replenishment district formed pursuant to Division 18 (commencing with Section 60000) or to a local agency that serves or has authority to manage an adjudicated groundwater basin” (CWC§79742(b)).

Division 6 (commencing with §10000) is not eligible to apply until the plan is prepared and submitted in accordance with requirements (CWC §79742(b)). For a proposed project that directly affects groundwater levels or quality, the Applicant must demonstrate the compliance with the Groundwater Planning Requirements identified in Exhibit VII prior to applying for a Proposition 1 grant (CWC §79742(b)).

- i. Surface Water Diversion Reporting Compliance - Beginning January 1, 2012, a diverter of surface water is not eligible for a water grant or loan awarded or administered by the State unless it complies with surface water diversion reporting requirements outlined in CWC §5103(e)(2) (http://www.waterboards.ca.gov/waterrights/water_issues/programs/diversion_use/). Existing law prohibits this requirement from being construed to require the implementation of technologies or practices that are documented as not locally cost effective. Senate Bill 88, effective January 1, 2016, eliminates the above-described prohibition. Water Code §1840 requires that a person who, on or after January 1, 2016, diverts 10 acre-feet of water per year or more under a permit or license shall install and maintain a device or employ a method capable of measuring the rate of direct diversion, rate of collection to storage, and rate of withdrawal or release from storage using a device or methods satisfactory to the State Water Resources Control Board and that is capable of continuous monitoring of the rate and quantity of water diverted. (http://www.waterboards.ca.gov/waterrights/water_issues/programs/measurement_regulation/).
- j. Aggregated Farm-Gate Water Delivery Report - Agricultural water suppliers supplying 2,000 acre-feet or more of surface water annually for agricultural purposes or serving 2,000 or more acres of agricultural land must comply with CWC §531 et seq. and submit an annual report to DWR that summarizes aggregated farm-gate delivery data, on a monthly or bimonthly basis, using best professional practices. The completed Agricultural Aggregated-Farm-Gate Delivery Report must be submitted by mail or electronically by e-mail to DWR by July 31 of each year, reporting the required data for the previous calendar year using the form at: <http://www.water.ca.gov/wateruseefficiency/agricultural/farmgatedelivery.cfm>

COMPLIANCE WITH ENVIRONMENTAL LAWS. Grant Recipients are required to obtain all necessary permits and approvals, including those required under the California Environmental Quality Act (CEQA), National Environmental Protection Act (NEPA), and the California Endangered Species Act (CESA), as well as all applicable engineering and design permits. DWR, as a fund source, is a CEQA Responsible Agency and has discretionary approval power over the project, and must review all environmental documents and licenses; and, make a finding regarding CEQA documents prior to grant fund expenditures, unless the environmental compliance is part of the Grant Agreement's statement of work. Attachment 13 (Environmental Information Form and Documents) of the grant application is a first step in documenting compliance.

CLIMATE CHANGE. In 2005, Executive Order S-3-05 committed the State to reduce GHG emissions. One year later, the Governor signed the "Global Warming Solutions Act of 2006" (AB 32), which legally obligates the State to reduce GHG emissions to 1990 levels by 2020. Analysis of GHG emissions was made a requirement in the CEQA Guidelines in December 2009, becoming effective March 18, 2010.

The GHG emissions analysis in CEQA documents will be reviewed by DWR. Applicants should refer to the *Informal Guidance for DWR Grantees: GHG Assessment for CEQA Purposes* which is available at DWR's website: <http://www.water.ca.gov/climatechange/resources.cfm>. (Click on the link titled, "CEQA Greenhouse Gas Analysis Guidance for DWR Grantees".)

GHG emissions will be reviewed and evaluated in two ways:

- Applicants will be required to provide specific GHG emission estimates as part of a project energy source portfolio as described in Attachment 12 (GHG Emission Calculations).
- Applicants will be required to provide CEQA documentation as part of the Attachment 13 (Environmental Information Form and Documents).

12. FUNDED PROJECT REQUIREMENTS

If the applicant is selected to receive grant funding, the Grant Recipient will enter into a Grant Agreement with DWR. Projects selected for funding shall be subject to the State's standard Grant Agreement terms and conditions and DWR's Grant Agreement template. Federal agencies' standard terms and conditions in conflict with State standard terms and conditions, or with the State's ability to administer the grant consistent with this PSP, will not be permitted. Funds will be reimbursed in accordance with the executed Grant Agreement.

Work costs incurred prior to the final execution of the Grant Agreement and Notice to Proceed issued by DWR may not be reimbursed with grant funds. Therefore, applicants commencing work prior to Grant Agreement execution should do so at their own expense because reimbursement is not guaranteed. Grant Agreement execution and disbursements are subject to the availability of funds.

Advance funds will not be provided unless all of the following three criteria are met¹⁰:

1. The awarded project is included and implemented in an Integrated Regional Water Management Plan (CWC §10551(a)).
2. The Applicant is a DAC or a nonprofit organization, or the project directly benefits a DAC (CWC §10551(b)(1)).
3. The awarded grant is less than \$1,000,000 (one million dollars) (CWC §10551(b)(2)).

The scope of work to be included in the Grant Agreement will be the same as that provided in the grant application as Attachment 4 (Project Plan and Description), but may be modified for clarity, completeness, and consistency with the PSP and Grant Agreement template.

PROJECT DOCUMENTATION REQUIREMENTS

Each Section A Grant Recipient will be required to provide certain reports both during the performance of the project and for five years following project completion. Section B Grant Recipients may be required to provide post-project completion reports.

The following project documents are required to be provided to DWR:

- a. Quarterly Reports.** Throughout the project, the Grant Recipient is required to submit to DWR brief quarterly fiscal and programmatic reports. The intent of the quarterly reports is to summarize the work performed and justify the project expenditures in each quarter, the reported local cost share, the planned work during the next quarter, and give an update on the overall project schedule and budget. Quarterly reports are to be provided to DWR no more than 90 days after the completion of the quarter. Projects with reports more than one year late may be cancelled. Required information for the quarterly report is shown in Exhibit III.
- b. Annual Reports.** The Grant Recipient is required to submit an annual report with the fourth quarterly report no later than March 1 of the subsequent calendar year. Exhibit III indicates the information to be included in

¹⁰ Senate Bill No. 208 (October 9, 2015) exceptions Chapter 7 (commencing with Section 10551) of Part 2.2 of Division 6 of the California Water Code. In the event that an awarded project and Applicant qualify for the exception, advance payment of 50 percent of the award will be disbursed. These funds must be placed in a noninterest-bearing account until expended and must be expended within the time period identified in the Grant Agreement. Requirements for invoicing, reporting, and acceptance of the drawdown amounts are the same as for non-advance funds payments. This exception does not apply to EDAs.

the annual report, which includes project benefits, collected data, and a summary of the project work completed to date. Data and information obtained under the Grant Agreement will become public information. The requirement for annual reports may be waived if comparable project documents are prepared. This waiver will be at the discretion of DWR after review of the list of planned project documents.

- c. **Interim Project Documents.** DWR is to receive copies (electronic and hard copy) of project documents prepared during the project. These include, but are not limited to: task reports, 10/50/90 percent design reports, white papers, technical memoranda, task memoranda, data, spreadsheets, models, and others. During Grant Agreement negotiations, DWR will identify which planned project deliverables it would like to receive.
- d. **Final Report.** A comprehensive final report (Exhibit III) is to be provided to DWR at the end of the project (electronic and two hard copies).
- e. **Performance Report.** The Grant Recipient will provide to DWR a brief performance report annually for a period specified by DWR, generally not less than 5 years, summarizing post-grant activities and project benefits that have accrued, as described in Exhibit III (Post Project Annual Report: Post-Project Annual Report of Benefits and Costs).
- f. **Disbursement Requests¹¹.** The Grant Recipient may request grant disbursements as frequently as quarterly. All invoices for disbursements must be supported by quarterly reports describing the work performed during the period invoiced. Grant Recipients may use the invoice forms provided by DWR or their own invoice, as long as all information on DWR's invoice form is included on their invoice. Expenditures must be separated by quarter and task. For purchases and subcontracted invoices, expenses should be shown in the quarter that they became due and payable by the Grant Recipient. For labor costs, expenses should be shown in the quarter they were incurred. Invoices must also be supported by other documentation as prescribed by DWR.

ADDITIONAL PROJECT REQUIREMENTS

During DWR's funding of the project, the following conditions must also be fulfilled:

- a. **Labor Code Compliance.** Grant Recipients shall keep informed of, and take all measures necessary to ensure, compliance with Labor Code requirements, including but not limited to, Section 1720 et seq. of the Labor Code regarding public works, limitations on use of volunteer labor (California Labor Code Section 1720.4), labor compliance programs (California Labor Code Section 1771.5) and payment of prevailing wages for work done and funded pursuant to this PSP, including any payments to the Department of Industrial Relations under Labor Code Section 1771.3. For additional information on Labor Code compliance, please refer to the Department of Industrial Relations (DIR) website: <http://www.dir.ca.gov>. The Grant Recipients must also comply with all applicable laws when hiring private consultants to implement its project partially or fully.
- b. **Conflict of Interest.** All participants are subject to State and Federal conflict of interest laws. Failure to comply with these laws, including business and financial disclosure provisions, will result in the application being rejected and any subsequent Grant Agreement being declared void. Other legal action may also be taken. Accordingly, before submitting an application, applicants are urged to seek legal counsel regarding potential conflict of interest concerns and requirements for disclosure. Applicable statutes include, but are not limited to, Government Code Section 1090 and Public Contract Code Sections 10410 and 10411 for State conflict of interest requirements.
 - i. **Current State Employees:** No State officer or employee shall engage in any employment, activity, or enterprise from which the officer or employee receives compensation or has a financial interest and which

¹¹ Grant Recipients that qualify for an advance payment exception must comply with the same disbursement request reporting and schedule as non-advance payment Grant Recipients. The advance payment Grant Recipients must submit invoices and progress reports justifying their drawdown on the advance payment account to DWR for approval. In the event that expenses are not sufficiently justified or accounted for, DWR may request reimbursement back into the advance payment account or credit towards future expenditures.

is sponsored or funded by any State agency, unless the employment, activity, or enterprise is required as a condition of regular State employment. No State officer or employee shall contract on his or her own behalf as an independent contractor with any State agency to provide goods or services.

- ii. **Former State Employees:** For the two-year period from the last day of State employment, no former State officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements, or any part of the decision-making process relevant to the contract while employed in any capacity by any State agency. For the twelve-month period after the last day of State employment, no former State officer or employee may enter into a contract with any State agency if he or she was employed by that State agency in a policy-making position in the same general subject area as the proposed contract within the twelve-month period prior to his or her leaving State service.
- c. **Confidentiality.** All proposals will become public information upon submittal to DWR. Once the proposal is signed and submitted to DWR, the applicant waives any rights to privacy and confidentiality of the proposal.
- d. **Rights in Data.** Per Exhibit D of the State Funding Agreement, Standard Conditions, "Rights in Data", all data, plans, drawings, specifications, reports, computer programs, operating manuals, notes and other written or graphic work produced in the performance of the Grant Agreement shall be made available to the State and shall be in the public domain to the extent to which release of such materials is required under the California Public Records Act, California Government Code §6250 *et seq.* Grant Recipients may disclose, disseminate and use in whole or in part, any final-form data and information received, collected and developed under the Grant Agreement, subject to appropriate acknowledgement of credit to State for financial support. Grant Recipients shall not have exclusive rights to utilize the materials for any profit-making venture and shall not sell or grant rights to a third party who intends to do so. The State shall have the right to use any data described in this paragraph for any public purpose.

DWR intends to post Grant Recipients' final work products on the internet for information dissemination. These products will remain in public domain.

- e. **Financial Records.** The Grant Recipient is responsible for maintaining appropriate accounting records. Projects may be audited. Records must be maintained for a period of three years following completion of the project, in accordance with Government Code Section 8546.7.
(https://www.bsa.ca.gov/aboutus/financial_and_compliance_audits)
- f. **Investor-Owned Facilities.** Any investor-owned water system receiving funding will be prohibited from earning a profit from the use of these funds and achieving a financial benefit from the later disposition of assets purchased by these funds, regardless of whether or not said assets are a useful part of the water system.
- g. **Signage.** To the extent practicable, a project supported by funds made available through this program will include signage informing the public that the project received funds from the Water Quality, Supply, and Infrastructure Improvement Act of 2014. (CWC §79707(g)).
- h. **Changed Conditions.** If, during the execution of a project, project conditions are found to be substantively different from those presented in the grant application process, the Grant Recipient will consult with DWR to determine an appropriate course of action.

Proposal Schedule, Submittal, Review, and Selection

The proposal solicitation, review, and selection for this grant program will be a one-step process. Proposals should be prepared in accordance with the requirements of the PSP. The proposals will be screened for basic eligibility, reviewed, and ranked.

During review, if it is found that proposals do not actually meet all of the PSP requirements or are incomplete, proposals may cease to be evaluated. Funding will be awarded to the highest ranking proposals until all available funds are committed. Projects scoring less than 70/100 will not be funded. Applicants are required to submit their application through DWR's GRANTS on-line submittal tool, with Attachments 1 through 15 as a part of their application submittal, as well as one hard copy submitted. Refer to Section D for details on where to send applications and how to access the on-line submittal tool.

Exhibits I through VII, bound separately from this Agricultural Water Use Efficiency PSP, is posted on DWR's website at: <http://www.water.ca.gov/wuegrants/SolicitationsProp1AG.cfm>. This website also provides additional information and guidance for preparing proposals. Applicants are encouraged to read the entire Agricultural Water Use Efficiency Guidelines, PSP, and exhibits before preparing their proposals.

A. PROPOSAL REVIEW, SELECTION AND AWARD PROCESS

- After receiving proposals through GRANTS and by mail, DWR staff will screen proposals for general completeness and eligibility requirements. During screening, obviously incomplete (e.g., missing/blank attachments) and ineligible projects/applicants will be eliminated and the applicants will be notified at the contact listed in their application.
- A review panel (made of experts in the domain, water conservation and water use professionals, and economists) will score all proposals passing the basic eligibility screening. During this process, if it is discovered that sections are incomplete and do not meet the PSP requirements, these projects may be eliminated and the applicants will be notified.
- DWR may interview applicants or visit proposed projects, when needed.
- DWR will prepare a list of draft funding recommendations.
- DWR will release the draft funding recommendations and hold a public workshop to receive comments. Applicants will be given an opportunity to provide comments.
- DWR will make the final funding decision.
- Grant Agreements are prepared.
- Final Grant Agreements are executed upon signature by DWR's authorized representative.

B. SELECTION CRITERIA

Section A and Section B applications will be evaluated separately. Section B projects will be further subdivided for evaluation with similar types of projects scored against each other. It is expected that 'Technical Assistance' and 'Training, Education, and Public Outreach' will be evaluated in one category, with 'Planning, Feasibility Studies, and Pilot Projects' and 'Research and Development' in a second category. The actual breakdown will depend on the number of proposals received for each type of Section B project. Applications with the highest scores in each category (Section A, and at least two Section B categories) and those that score at least 70 will be recommended for funding, upon agreement by the review panel, until all funds are allocated. The Director of DWR will decide the final funding awards.

Proposals will be reviewed and evaluated according to the following criteria:

Selection Criteria*	Score Up to a Maximum of
Relevance and Importance / Consistency with PSP Priorities	30
Feasibility	25
Project Benefits	20
Project Costs	15
Monitoring and Evaluation	10

(*) Criteria are further detailed in Exhibit IV (Application Selection Criteria)

C. SCHEDULE

Tentative Date	
November 3, 4, 5, 2015	Public Workshops for Draft PSP
November 6, 2015	Comments on Draft PSP Due
January 27, 2016	Final PSP Released
February 10, 2016	Public Workshop for Final PSP – Sacramento
March 30, 2016	Proposals Due
June 2016	Announce Draft Funding Awards
June 2016	Comments on the Draft Funding Awards Due
June 2016	Public Workshop for Draft Funding Awards – Sacramento
July 2016	Announce Final Funding Decision
August 2016	Grant Agreement Development Begins

D. PROPOSAL - SUBMITTAL AND CONTENTS

(Please limit to 20 pages)

PROPOSAL DATE DEADLINE: 5:00 PM on March 30, 2016

Both an on-line and one hard copy of the full proposal must be submitted.

SUBMIT ON-LINE PROPOSAL: Applicants must submit proposals through DWR's GRANTS on-line submittal tool: <http://www.water.ca.gov/grants/>. Applicants will need to sign up for a GRANTS user account. Applicants are encouraged to watch the "How to Register" and the "How to Complete a Grant Application" videos and review the [GRanTS Public User Guide](#) and [Frequently Asked Questions](#), available at the above link, prior to completing the on-line application. If an applicant has questions as to the content or the information requested in the PSP or questions or problems with GRanTS, please refer to the phone numbers or e-mails listed below.

GRANTS will not accept applications after 5:00 PM on Submittal date deadline.

SUBMIT ONE HARD COPY PROPOSAL: Submit one original hard copy of each proposal,

by mail (postmarked before or on due date) to:

Department of Water Resources
Water Use and Efficiency Branch
Attention: Fethi BenJemaa
P.O. Box 942836
Sacramento, California 94236-0001

or hand delivered or by overnight carrier to:

Department of Water Resources
Water Use and Efficiency Branch
Attention: Fethi BenJemaa
901 P Street, Third Floor
Sacramento, California 95814

QUESTIONS? NEED ASSISTANCE? CONTACT:

Questions on the Agricultural Water Use Efficiency PSP grant program:

Fethi BenJemaa at (916) 651-7025 or by e-mail to Water Use Efficiency staff at wuegrants@water.ca.gov.

Questions on GRANTS only:

GRanTS Administration Team at (888) 907-4267 or grantsadmin@water.ca.gov.

WHAT TO SUBMIT

Applicants must create an account through GRANTS and complete the on-line application. Applicants must submit the application and all required attachments online and send one hard copy of the complete proposal to the address noted above. Please note that ALL communication regarding the application, including awards and Grant Agreement requirements, will be to the person listed as the contact on the application.

Please use the templates provided on the DWR's website at:

<http://www.water.ca.gov/wuegrants/SolicitationsProp1AG.cfm>. Submit Proposal Attachments with the GRANTS application and hard copy to DWR.

Please use the Word template to create and submit your application. For Attachment 6 (Project Costs), use the Excel worksheets provided (in a separate Excel file) to fill out the budget tables 1 to 5.

In GRANTS, you will need to submit your application as two files:

- Attachments 1 to 15, excluding 6 as one document.
- Attachment 6 – Project costs (budget tables) as an Excel file.

An electronic copy of this Agricultural Water Use Efficiency PSP can be found online at:

<http://www.water.ca.gov/wuegrants/SolicitationsProp1AG.cfm>

Use the following checklist to confirm that all sections of this application package have been included. *(The Checklist does not need to be included in the application package and does not count towards the page limit.)*

FINAL AGRICULTURAL WATER USE EFFICIENCY 2015 GRANTS - PROPOSITION 1 GUIDELINES AND PROPOSAL SOLICITATION PACKAGE

APPLICATION CHECKLIST

Complete this checklist to confirm all sections of this application package have been included.

All Applicant Attachments & Requirements

- _____ Attachment-1 Application Signature Page
- _____ Attachment-2 Goals, Objectives, and Priorities – Relevance and Importance
- _____ Attachment-3 Technical / Scientific Merit and Feasibility
- _____ Attachment-4 Project Plan and Description
- _____ Attachment-5 Monitoring Plan and Performance Evaluation
- _____ Attachment-6 Project Costs
- _____ Attachment-7 Project Benefits
- _____ Attachment-8 Reduction or Waiver of Cost Share for Disadvantaged Communities and Economically Distressed Areas
- _____ Attachment-9 Qualifications of Applicants
- _____ Attachment-10 Outreach, Community Involvement, and Acceptance
- _____ Attachment-11 Innovation
- _____ Attachment-12 GHG Emission Calculations
- _____ Attachment-13 Environmental Information Form and Documents
- _____ Attachment-14 Project Preliminary Plans and Specifications (for Construction Projects)
- _____ Attachment-15 Compliance with SB X7-7, AB 1404, AB 1420, and Other Requirements

FINAL AGRICULTURAL WATER USE EFFICIENCY 2015 GRANTS - PROPOSITION 1 GUIDELINES AND PROPOSAL SOLICITATION PACKAGE

ATTACHMENT GUIDELINES

The entire proposal shall be in 12-point font or larger on 8-½x11 inch paper. The proposal should not exceed 20 single-spaced, consecutively-numbered pages (including Attachments). Attachments 1, 8, and 13-15 (if applicable), maps, photographs, figures, or resumes attached to the proposal are not included in the page limit.

A complete proposal must contain completed forms as shown in Attachments 1 through 15, although directions can be deleted and box sizes can be expanded or reduced as necessary. Incomplete applications will be excluded from consideration.

If the proposal is selected for a grant award, parts of the application's - Attachments 2, 4, 5, 6, 7, 9, and 10 may be incorporated in the Grant Agreement between DWR and the Grant Recipient and will be used for project tracking purposes. Attachment 13 will be included in project records and files. Please provide concise, but complete, proposed project information.

The page limit for each section is noted in the column to the left of the description. DWR may exclude the application if individual attachments exceed the listed page limit or if the overall page limit exceeds 20 pages (not including those items specifically identified as excluded from the page limit).

Attachment 1: Signature Page

not in
page limit

All applicants must complete the signature page with a wet signature and submit it with the hard copy of the proposal.

Attachment 2: Goals, Objectives, and Priorities – Relevance and Importance

3 pages
max.

Complete Attachment 2 and describe the goals, objectives, and priorities of the proposed project. Proposed project objectives should be specific, measurable, attainable, relevant, and have a timeline (SMART); proposed project objectives that do not meet these criteria may result in a lower proposal score. Explain the need for the proposed project and show consistency with PSP funding priorities described in Section 2.1 and goals in Section 2.2 of the attachment.

Attachment 3: Technical/Scientific Merit and Feasibility

1 page
max.

Complete Attachment 3 and provide enough information to permit evaluation of the feasibility and technical adequacy of the proposed project, including justification for the approach, methods (as described in Attachment 4 and/or Attachment 5), and procedures used to satisfy the project's SMART objectives. Also, provide information on the applicant's readiness to proceed. Use previous work, published scientific literature, or models to describe the technical adequacy and feasibility of the project.

Attachment 4: Project Plan and Description

4 pages
max.

Complete Attachment 4 and include the following in full detail:

- Identify the proposed Project Type (see Eligible Projects in Section 4), describe the project background, current conditions, and water use efficiency plans, actions, or measures to be taken pursuant to the proposed project.

Some projects may fit under Section A or Section B, depending on how it is implemented. For example, facilitating water use efficiencies at the agricultural end-user level may be an implementation project if it would fund on-farm irrigation system improvements or extend pressurized water systems to farms. Conversely, it may be a training and education project if the project would train farm operators to correctly maintain and use equipment or provide training on irrigation scheduling. Some projects may have components of both implementation (construction), along with training and education or outreach, such as a program that funds on-farm irrigation system improvements and provides training on use and maintenance of equipment. In such cases, select the type of project that best describes the project overall – What is the main focus or component of the project? The most expensive component or task will likely indicate the appropriate Project Type in these cases.
- Provide a project plan and describe the nature of the work in detail; specify and describe tasks, procedures, materials, equipment, and facilities. If necessary, subdivide into subtasks where appropriate. For example, project administration may be one task. Planning, construction, and monitoring are also examples of tasks. (Please note that the proposed project costs in the Project Cost Table (Attachment 6) must correspond to proposed project tasks/subtasks identified here).
- If the proposed project is part of a larger program, clearly identify which specific component(s) the proposed project encompasses. Keep in mind that if the whole program is considered the proposed project and used for the cost share assessment, the entire program must be completed before the project is considered complete.
- Identify the project location and areal extent, as applicable (e.g., specific districts within the City of Los Angeles, section of canal to be lined). A site location map is suggested – this will not be included in the page limit.
- Provide a schedule that corresponds to each of your identified tasks (and subtasks, if applicable) and that will achieve your proposed project objectives. This schedule must also be consistent with the Cost Table. Unless the timeline is specific to certain times in a calendar year, it is recommended that the schedule be based on time since Grant Agreement execution because Grant Agreement execution dates are contingent upon the review and signatory process.
- Describe any anticipated adverse effects.

SECTION B applicants must ALSO provide the following for the Statement of Work:

For Technical Assistance Projects:

Describe the scope and target recipients of the assistance and purpose for assisting the proposed clients. Please note, you will still need to provide information on how you plan to monitor and assess the success of the program/project (Attachment 5).

For Planning, Feasibility Studies, Pilots, and Demonstration Projects:

Provide a description of the need and purpose of the project. Present the major alternatives considered and compare these with the proposed project. As applicable, describe why the alternatives not chosen were

	<p>rejected. Include a detailed description of the selected alternative and method for evaluation of technical feasibility including: water savings, other benefits, environmental impacts, equipment needs, costs, and schedule. Please note, you will still need to provide information on how you plan to monitor and assess the success of the program/project (Attachment 5).</p> <p><u><i>For Research and Development Projects:</i></u> Provide the hypothesis upon which the research will be based, background of existing pertinent research in this area, and references, as applicable. Refer to Attachment 3, as necessary. Please note, you will still need to provide information on how you plan to monitor and assess the success of the program/project (Attachment 5).</p> <p><u><i>For Training, Education or Outreach Programs:</i></u> Provide a clear scope of the proposed program, materials that will be used or developed, and a strategy for implementing the proposed program on a statewide basis. Please note, you will still need to provide information on how you plan to monitor and assess the success of the program/project (Attachment 5).</p>
Attachment 5: Monitoring Plan and Performance Evaluation	
3 pages max.	<p>Attachment 5 can be referenced in other portions of the proposal instead of repeating information.</p> <p>The success of all projects needs to be monitored and assessed. Project monitoring and evaluation is an essential part of any project proposal so that DWR can ensure that a funded project will meet its intended SMART goals and objectives, and that it will produce State benefits.</p> <p>The goals of a Monitoring and Evaluation Plan are to:</p> <ul style="list-style-type: none"> • Provide a plan for monitoring and evaluating the proposed project performance. • Identify measures that can be used to monitor progress towards achieving proposed project goals, objectives, and stated benefits. • Provide a tool for the Grant Recipient and grant managers to monitor and measure project progress. • Document project benefits (water savings and other benefits) to mark progress and to determine the success of the proposed project. • Provide assurance that the proposed project will meet its intended goals, achieve measurable benefits, and provide value to the State of California. <p>If a proposed project is selected for funding, applicants are required to conduct an adequate monitoring program and collect sufficient data to verify project results, achievement of SMART objectives, and State and local water conservation and water use efficiency benefits. Therefore, all applicants must complete and submit, as a part of the proposal, a Monitoring and Evaluation Plan (Attachment 5) for assessing how well the SMART objectives were met and the extent to which each anticipated benefit of the proposed project was achieved (See Local and State Benefits in Attachment 7). This plan must demonstrate that the applicant will collect necessary data and conduct an analysis of the data to show proposed project results and benefits.</p> <p>Applicants will also be asked to re-evaluate project cost/benefit analysis as part of the final report.</p> <p>If monitoring is not feasible, applicants must propose an alternative method of verifying the expected benefits of their proposed project and achievement of SMART objectives in this Attachment.</p> <p>More information can be found at http://www.water.ca.gov/wuegrants/SolicitationsProp1AG.cfm under Additional Guidelines and References and clicking on the document titled: Monitoring Plan-Guidelines for Project Performance.</p>

	<p>The Monitoring and Evaluation Plan should include:</p> <ul style="list-style-type: none"> • A description of the proposed project SMART objective(s) (desired output and desired results) and anticipated benefits. A description on how pre-project conditions and baseline data will be determined, the basic assumptions being used, and the anticipated accuracy of the data to be produced. • An explanation of the monitoring plan and performance measures (including methodologies to be used and data that will be collected) intended to measure <u>project output</u>. This is called an output indicator. <i>Output indicators</i> measure the quantity (and sometimes quality) of project measures implemented and/or targeted. An example of an output indicator is the area of land (in acres) where certain best management practices are implemented. • Provide an explanation of the monitoring plan and performance measures intended to measure the <u>project results</u>. This is called an outcome indicator. <i>Outcome indicators</i> measure project results. An example of an outcome indicator is the amount of water saved. Measurement parameters (metrics) should fit performance evaluation needs of the proposed project. Metrics may include factors such as: acre-feet (AF) of water savings, constituent concentration(s), in-stream flow improvements in AF per year with a specified duration, changes in the frequency and amount of deliveries, number of people showing improved water conservation awareness, and others. • An explanation of the monitoring plan and performance measures (including verification methodologies, data that will be collected, and the analysis that will be done) to evaluate and verify the local and State benefits (for example, verifying the time, duration, location, and amount of in-stream flow increases for fish benefits that have been listed in Table 4). The Monitoring Plan Guidelines found on DWR's website (Reference 2- Monitoring Plan Guidelines) may not be all inclusive for verifying State and local benefits. If applicable, please add any additional approaches or monitoring methodologies to verify the anticipated benefits to Table 4 in Attachment 7. • A description of how external factors such as changes in weather, cropping programs, or social conditions will be taken into account. • Information about how data and other information will be managed by the applicant, reported to DWR, and made accessible to others. • The estimated costs associated with the implementation of the monitoring and evaluation plan. <p>Section A applicants will also be asked to submit post-project annual reports of benefits and costs for five years after the completion of the project. Post-project report costs are not reimbursable. Annual reports allow DWR to follow up on the status of project benefits. The annual reports will be public information.</p>
Attachment 6: Project Costs	
<p>2 pages max.</p> <p>Tables 1-5 are not included in page limit</p>	<p>Complete Attachment 6 and provide descriptions of cost items, all major assumptions, methodologies, computations, and all other relevant cost information. Complete Project Costs Tables 1, 2, and 3, and use additional sheets as necessary. Project costs must be reported for the major project tasks and must correspond to the project task list and identified schedule in Attachment 4. Be certain to list major cost items for each task. If necessary, subdivide tasks into subtasks, where appropriate. If subtasks are used, also provide major costs for each subtask in Table 1. For a list of eligible costs, see Exhibit V. Please read the instructions in Exhibits II, V, and VI before using the Excel Workbook in Attachment 6. Files are available at: http://www.water.ca.gov/wuegrants/SolicitationsProp1AG.cfm.</p> <p>Table 1: Project Costs (Budget). Projects with a duration of more than one year should enter project costs by</p>

	<p>year. Complete the shaded cells in Table 1 including the titles of tasks and subtasks. Enter the local share (include any non-state) of project costs under the “Applicant cost share” column. Applicant’s contingency for each cost category should be no more than ten percent of the cost of the category. Applicants must also enter the life of investment in years. When the DWR Excel sheet is used, all capital costs are converted to present value (2015 dollars) using the capital recovery factor, which is based on a six percent discount rate. Otherwise, applicants must convert costs to present value. Table 1 will be used as the basis for the Grant Agreement budget for the project, if selected for funding.</p> <p>The applicant’s overall minimum cost share must not be less than 50 percent unless claiming Disadvantaged Community or Economically Distressed Area status. This value is automatically calculated in the spreadsheet based on the total applicant (local) cost share divided by the total cost of the project (State share plus local share). Local (applicant) cost share can be distributed evenly among tasks or concentrated in one or a few tasks, so long as the bottom line total equals or exceeds the State share (grant) amount.</p> <p>Examples of local share funds could include, but are not limited to, budgetted agency funds for the project , fees from landowners to cover part of the cost for installation of on-farm irrigation efficiency improvements, fees from training sessions in use of best available technologies to cover part of the cost of workshops and courses, and funds donated from other non-state organizations to cover the costs of an outreach program. Donated (‘in-kind’) services could include, but are not limited to, cost of services that are not billed to the grant such as a professor’s time spent on a project that is not reimbursed by the grant, rental costs if agency equipment is used to implement the project, time donated by an expert to help develop a training program, or donated rental costs for using a facility to conduct the training program, to name a few. If using donated (‘in-kind’) services for cost share, provide the value of those services in the cost share column based on reasonable hourly rates or value of materials, along with estimated quantities.</p> <p>Table 2: Annual Operations and Maintenance Costs. Annual Operations and Maintenance (O&M) costs are typically only applicable to implementation (construction) projects. Include applicant’s annual administration, operations, maintenance, and other annual costs (O&M costs). The O&M costs are required to calculate project annual costs in Table 3. Annual O&M costs are not eligible costs that can be paid out of the grant and must be paid by the applicant.</p> <p>Table 3: Total Annual Project Costs. This table totals annual project implementation costs from Table 1 and annual O&M costs from Table 2.</p> <p>Table 4: Project Annual and Total Local Monetary Benefits. Applicants must identify the local monetary benefits of the proposed project. These could include benefits such as avoided water supply, energy, drainage discharge or treatment, and labor costs. If other local monetary benefits are anticipated, please list and describe them. The applicants are required to provide average annual proposed project benefits, benefit unit of measurement, and duration of the benefit. This information will be used to calculate annual monetary value of proposed project benefits and the present value of proposed project benefits.</p> <p>Table 5: Cost/Benefit Ratio. This is a summary of the Annual (Table 3) and Total (Table 1) Project Costs and Project Total Local Monetary Benefits (Table 4). This table calculates the cost-benefit ratio and determines if a proposed project is locally cost-effective or not.</p>
Attachment 7: Project Benefits	
3 pages max.	<p>Projects must create benefits to be eligible for grant funding. Applicants must explain how the State will benefit from the proposed project. Potential benefits include: water savings (in acre-feet, based on the life of the project), in-stream flow quantity (e.g., total flow volume, maximum flow rate) and timing improvements (e.g., duration, frequency, seasonal), water quality improvements, energy conservation, and greenhouse gas emission reductions.</p>

	<p>All applicants must provide a qualitative description of both local and State anticipated project benefits and complete Section 7.1 of Attachment 7. The following information should be included: type of benefit (water savings, in-stream flow and timing, water quality, and/or energy conservation), the time pattern and location where the benefit will be realized, as well as the duration of the benefit to each beneficiary. Qualitatively, this may also include improvements in soil organic matter that may enhance the water holding capacity of soils and thereby conserve water by reducing losses through drainage, runoff, and evaporation. In-stream flow and water quantity benefits would also include beneficial changes in water volumes. For water quality benefits, this should be the change in constituent concentration(s) (or temperature) that would be realized through proposed project implementation. For ‘other’ benefits, this could be local benefits such as reduced labor costs or benefits such as the expected increase in soil organic matter (carbon sequestration) that may contribute to improved water holding capacity of soils and overall improved soil health that may also lead to better crop growth and improved water use efficiency.</p> <p>These anticipated benefits should be based on scientific methods and previously published reliable data and/or relationships.</p> <p>For all applicants, document the rationale for qualification of benefits and include assumptions, calculations, references, and other pertinent information used to arrive at the values/qualitative assessments. Use additional sheets if needed.</p> <p>Section A applicants must use scientific methods and previously published reliable data to quantitatively estimate the expected benefits of the proposed project to both the applicant (local benefits) and the State and complete Section 7.2 of Attachment 7. If the Section A applicant makes a compelling case that the proposed project benefits are not quantifiable, the applicant must still make a qualitative assessment of proposed project’s potential benefits to the local entity and the State.</p>
Attachment 8: Reduction or Waiver of Cost Share for Disadvantaged Communities and Economically Distressed Areas	
not in page limit	<p>All applicants are required to provide the minimum cost share of 50 percent. Projects that directly benefit communities with a Median Household Income (MHI) of the population less than \$48,875 (Disadvantaged Communities) or that serve an Economically Distressed Area, may request a reduction or waiver of the required cost share. To request a reduction or waiver of the required cost share, the applicant must complete Attachment 8 (see also Exhibit II).</p>
Attachment 9: Qualifications of the Applicants and Cooperators	
<p>1 page max.</p> <p>Resumes not included in page limit</p>	<p>Complete Attachment 9 and identify and describe the role of any external cooperators that will be used for this project. Identify the project team, their roles, and contact information, including the person responsible for reporting, and provide a resume(s) of the project manager(s). Resumes may be attached to the end of the proposal and each shall not exceed two pages and will not be included in the proposal page limit.</p> <p>List any previous State or federal water use efficiency grant projects in which the applicant has participated. Consideration will be given to the applicant’s performance in prior water use efficiency programs including any current applications with other agencies. Declare whether or not this project is being funded in part by another state grant, or if the applicant is planning to apply to another program for funding.</p> <p>List any regional collaborators, the nature of the Grant Agreement between participants, the allocation of decision-making authority and liability, the tasks to be performed by the different entities, and costs associated with these tasks.</p>

Attachment 10: Outreach, Community Involvement, and Acceptance

1 page
max.

Applicants must coordinate with local governments and other local entities, such as community-based organizations and watershed groups, prior to submitting a proposal.

Complete Attachment 10 to describe the need and plan for public outreach to the groups or individuals that may be affected by the proposed project; identify which local groups or other interested organizations are aware of the proposed project and their level of support or opposition; identify any potential third party impacts; estimate the number of people or organizations that are expected to receive training, employment, or other social or economic benefits from the proposed project; and, describe any opposition to the proposed project.

Include in Attachment 10 a description of how information and proposed project results will be disseminated for Section B projects such as: feasibility studies, research, pilot, or demonstration projects; investigation of new technologies, methodologies, approaches, institutional frameworks; quantification of existing water use efficiency projects; or, market transformation studies conducted exclusively in a laboratory or office.

Attachment 11: Innovation

1 page
max.

Complete Attachment 11 and describe any innovative technologies, methodologies, or approaches to use existing technology to be employed in the proposed project that could contribute to improved efficiencies in projects throughout the State. Innovative approaches to using existing technology may include technical assistance, training, and data management assistance for deploying and using best available irrigation, irrigation scheduling, and monitoring technologies. For Section A projects, describe best available technology that will be used, what alternatives were eliminated from consideration, and characteristics of the technology that advance innovation in the State or local area.

Attachment 12: GHG Emission Calculations

1 page

Complete Attachment 12 to show project effect(s) on Greenhouse Gas (GHG) emissions. Alternative methods for evaluating GHG reductions may be used and described in Attachment 12, such as a printout from <https://apps1.cdfa.ca.gov/emissioncalculator/> inserted in Attachment 12.

Attachment 13: Environmental Information Form and Documents

not in
page limit

Include a plan for compliance with all applicable environmental requirements. The plan should address all the potential environmental, social, and economic impacts of the proposed project, including mitigation required under the California Environmental Quality Act (CEQA) and, if applicable, the National Environmental Policy Act (NEPA). The plan should also address compliance with local, county, State, and federal permitting requirements. Please submit this information by mail with the original hard copy of the application if documents are too large to upload to GRanTS.

All applicants must complete applicable portions of the Environmental Information Form. This form must be signed by the designated signatory or their representative. If the project is not a project that would be subject to any type of environmental review (e.g., Section B research project or education project), complete the title/contact information, items 1, 2, and 8. This form will become part of the project file and is required for Grant Agreement execution if funding is awarded.

A "project" as defined by CEQA, California Code of Regulations, Title 14, Division 6, Chapter 3, Section 15378 is:

"... the whole of an action, which has a potential for resulting in either a direct physical

	<p><i>change in the environment, or a reasonably foreseeable indirect physical change in the environment...."</i></p> <p>For general information about environmental compliance, refer to this website: http://resources.ca.gov/ceqa/. For assistance in establishing environmental significance of project specific impacts to farmland, please visit: http://www.consrv.ca.gov/DLRP/index.htm.</p>
Attachment 14: Project Preliminary Plans and Specifications (for construction projects only)	
not in page limit	Submit Final Plans and Specifications or Preliminary Plans and Specifications for the proposed project if Final Plans and Specifications are not complete. The Preliminary Plans should indicate, at a minimum, types and quantities of materials, dimensions, and location. A California registered civil engineer must prepare the Plans, Specifications, and Certification Statements. Please submit this information by mail with the original hard copy of the application.
Attachment 15: Compliance with SB X7-7, AB 1404, AB 1420, and Other Requirements	
not in page limit	Complete Attachment 15 to show compliance with applicable regulations including urban and agricultural water management planning, groundwater monitoring and management, and water measurement regulations.

FINAL AGRICULTURAL WATER USE EFFICIENCY 2015 GRANTS - PROPOSITION 1 GUIDELINES AND PROPOSAL SOLICITATION PACKAGE

ATTACHMENT 1 – SIGNATURE PAGE

Applicant: _____

Project Title: _____

By signing below, the official declares the following:

- The truthfulness of all representations in the proposal;
- The individual signing the form has the legal authority to submit the proposal on behalf of the applicant;
- There is no pending litigation that may impact the financial condition of the applicant or its ability to complete the proposed project;
- The individual signing the form has read and understood the conflict of interest and confidentiality section and waives any and all rights to privacy and confidentiality of the proposal on behalf of the applicant;
- The applicant will comply with all terms and conditions identified in this Proposal Solicitation Package if selected for funding; and
- The applicant has legal authority to enter into a Grant Agreement with the State.

Name

Title

Signature

Date

ATTACHMENT 2 – GOALS, OBJECTIVES, AND PRIORITIES – RELEVANCE AND IMPORTANCE

2.0 Goals, Objectives, and Priorities – Relevance and Importance (*= items to be included in the Grant Agreement)	
Project Title:	
Applicant:	
Project Goals and Objectives	
Refer to PSP Section D. Proposal - Submittal and Contents	
Please limit to 3 pages	
2.1*	Describe the project's goals and SMART objectives (Specific, Measurable, Attainable, Relevant, and includes a Timeline).
2.2*	Include an explanation of the need for the project as related to critical local, regional, or State water issues.
2.3*	Describe how this project would be consistent with regional or local water management plans.
Project's Consistency with Proposition 1 Grant Program Purposes and Water Use Efficiency Funding Priorities	
Check all that apply and make sure you explain/justify your selection in the referenced attachment.	
2.4	<p>Will your project assist in meeting one or more of the following Water Use Efficiency Program Funding Priorities?</p> <p>All Applicants:</p> <p><input type="checkbox"/> Implements a project that is not locally cost-effective (<i>explain in Attachment 6</i>)</p> <p><input type="checkbox"/> Employ a regional scope of activities (<i>explain in Attachment 2.2, 2.3, 4, and 10</i>)</p> <p><input type="checkbox"/> Leverages private, federal or local funding to produce the greatest State level public benefit (<i>explain in Attachment 6</i>)</p> <p><input type="checkbox"/> Produces multiple benefits such as improved water quality, stream flow timing and quantity, and local water supply reliability (<i>explain in Attachment 7</i>)</p> <p><input type="checkbox"/> Improves irrigation water management to conserve water or to reduce the quantity of highly saline or toxic drainage water (<i>explain in Attachment 3, 4, and 7</i>)</p> <p><input type="checkbox"/> Provides water metering and/or volumetric pricing and/or implements AWMP actions for agricultural water suppliers serving less than 25,000 irrigated acres (<i>explain in Attachment 4</i>)</p> <p><input type="checkbox"/> Conserves energy and helps the GHG emission reduction or carbon sequestration goals in implementation of the State Climate Change Adaptation Strategies (http://resources.ca.gov/climate_adaptation/local_government/adaptation_policy_guide.html) (<i>Explain in Attachment 7 and 12</i>)</p> <p><input type="checkbox"/> Employs new or innovative technologies or practices (<i>explain in Attachment 11</i>)</p> <p><input type="checkbox"/> Provides direct benefits to disadvantaged communities or economically distressed areas (<i>explain in Attachment 8 or Attachment 4</i>)</p>

2.5

Briefly explain how your project will assist in meeting one or more of the following *Proposition 1 Program Funding Goals*:

All Applicants:

1. Helps water infrastructure adaptation to climate change
2. Employs a regional collaborative scope of activities
3. Otherwise improves regional water self-reliance

Explanation:

ATTACHMENT 3 – TECHNICAL/SCIENTIFIC MERIT AND FEASIBILITY

3.0 Technical/Scientific Merit and Feasibility	
Project Title:	
Applicant:	
<i>Provide narrative, references, and other supporting documentation.</i>	
Please limit to 1 page	
3.1	Technical and scientific information to support the proposed project's goals, objectives, benefits, and costs.
3.2	Reference List (if applicable):

ATTACHMENT 4 – PROJECT PLAN AND DESCRIPTION

4.0 Project Plan and Description (* = items to be included in the Grant Agreement)	
Project Title:	
Applicant:	
<i>Provide details sufficient for a Grant Agreement Statement of Work.</i>	
Please limit to 4 pages	
4.1	Background- Describe current water use efficiency conditions:
4.2*	Identify Project. Describe water conservation measures to be taken by the proposed project:
4.3*	List and describe project tasks, as applicable:
	Task 1:
	Task 2:
	Task 3:
	Task 4:
	Task 5:
	Etc.:
4.4*	Project Schedule by task, include milestones:
4.5*	Project deliverables (reports, products, environmental and engineering documents):
4.6	Describe adverse impacts of the proposed project, if applicable:
4.7	Briefly explain and quantify what percent of benefits will be going to disadvantaged communities or economically stressed areas (if not completing Attachment 8):
<i>Section B applicants should also provide the following:</i>	
4.6*	<u>For Planning, Feasibility, Demonstration, and Pilot Projects:</u> Provide a description, scope, and purpose of the plan as well as a description of the agency and its service area.
4.7*	<u>For Training, Education, or Public Outreach Programs:</u> Provide a clear scope of the proposed program, materials that will be used or developed, and a strategy for implementing the program on a statewide basis.
4.8*	<u>For Technical Assistance:</u> Describe the scope and target recipients of the assistance and the purpose for providing assistance to the proposed clients.
4.9*	<u>For Research and Development projects:</u> Provide a hypothesis upon which the research is based, background of existing pertinent research in this area, and monitoring and assessment methodologies.

ATTACHMENT 5 – MONITORING PLAN AND PERFORMANCE EVALUATION

5.0 Monitoring Plan and Performance Evaluation (*= items to be included in the Grant Agreement)	
Project Title:	
Applicant:	
<div> <div>See also Monitoring Plan-Guidelines for Project Performance found at: http://www.water.ca.gov/wuegrants/SolicitationsProp1AG.cfm </div> <div>Please limit to 3 pages</div> </div>	
5.1*	Description of pre-project conditions and baseline data, the basic assumptions being used, and the anticipated accuracy of the data to be produced:
5.2*	Monitoring Plan and performance measures to measure project's outputs and project results. If no Monitoring and Evaluation Plan is submitted, applicants must justify why and explain how project results and benefits will be measured and verified:
5.3*	Evaluation Plan and performance measures for <u>verification</u> of project's benefits:
5.4*	A description of how external factors such as changes in weather, cropping programs, or social conditions will be taken into account:
5.5*	Information about how the data and other information will be handled, stored, reported, and made accessible to DWR and others:
5.6*	The estimated costs associated with the implementation of the Monitoring and Evaluation Plan:
5.7*	Others (specify):

ATTACHMENT 6 – PROJECT COSTS

6.0 Project Costs - (* = items to be included in the Grant Agreement)	
Project Title:	
Applicant:	
<i>For a list of eligible costs, see Exhibit V.</i>	
Please limit to 2 page	
6.1*	Provide descriptions of cost items, all major assumptions, methodologies, computations, and all other relevant cost information. Be certain to list major cost items for each task. If necessary, subdivide tasks into subtasks, where appropriate, and provide major costs for subtasks.
<i>Project costs must be reported for each major project task/subtask and must correspond to the project task description and schedule in Attachment 4. Please read the instructions in Exhibits II, V, and VI before using the Excel Workbook.</i>	
Please limit to Excel Worksheet	
6.2*	Complete Table 1 in the Excel Workbook. <ul style="list-style-type: none"> Enter the proposed project cost for each item for each year, as applicable. Enter contingency percentage (for example, five percent) and the applicant's cost share for each task or subtask If you enter a cost, you MUST enter the life of investment in years (zeros are not allowed) in Column VII. Total project costs, State share, and annualized project costs are automatically calculated.
<i>Section A Projects - Local Cost-Effectiveness Evaluation</i>	
Please limit to Excel Worksheet	
6.3	<ul style="list-style-type: none"> Section A project, complete Table 2 in the Excel Workbook by entering project's annual operation and maintenance costs. Table 3 will be filled automatically and the total annual project costs will be calculated. Complete Table 4 (Project Annual and Total Local Monetary Benefits) based on information from Attachment 7 to calculate the local monetary benefits of the project. Once Tables 1 through 4 are entered, Table 5 (Cost/Benefits Ratio) will automatically calculate the Cost/Benefits Ratio.

Applicant:

THE TABLE IS FORMATTED WITH FORMULAS:

FILL IN THE SHADED AREAS ONLY

Table 1 - Project Costs

Section A projects must complete Life of investment, column VII. Do not use 0.										
Tasks/subtasks	Year 1	Year 2	Year 3	Total	Contingency %	Cost + Contingency \$	Applicant cost share \$	State Share \$	Life of investment in years	Annualized Costs
(I)	\$	\$	\$	\$	(III)	(IV)	(V)	(VI)	(VII)	(IX)
(a) Task 1- Administration/management ¹										
subtask 1-				-		-		-		-
subtask 2-				-		-		-		-
Subtotal, Administration Costs	--	--	--	-		--	--	--		\$0
(b) Task 2-(specify)										
subtask 1-				-		-		-		-
subtask 2-				-		-		-		-
Subtotal, Task 2	--	--	--	-		--	--	--		\$0
(c) Task 3-										
subtask 1-				-		-		-		-----
subtask 2-				-		-		-		-----
Subtotal, Task 3	--	--	--	-		--	--	--		\$0
(d) Task 4-										
subtask 1-				-		-		-		-
subtask 2-				-		-		-		-
Subtotal, Task 4	--	--	--	-		--	--	--		\$0
(e) Task 5-										
subtask 1-				-		-		-		-
subtask 2-				-		-		-		-
Subtotal, Task 5	--	--	--	-		--	--	--		\$0
(f) Task 6-										
subtask 1-				-		-		-		-
subtask 2-				-		-		-		-
Subtotal, Task 6	--	--	--	-		--	--	--		\$0
(g) Task 7-										
subtask 1-				-		-		-		-
subtask 2-				-		-		-		-
Subtotal, Task 7	--	--	--	-		--	--	--		\$0
(h) Task 8-										
subtask 1-				-		-		-		-
subtask 2-				-		-		-		-
Subtotal, Task 8	--	--	--	-		--	--	--		\$0
(i) Task 9-										
subtask 1-				-		-		-		-
subtask 2-				-		-		-		-
Subtotal, Task 9	--	--	--	-		--	--	--		\$0
(j) Task 10-										
subtask 1-				-		-		-		-
subtask 2-				-		-		-		-
Subtotal, Task 10	--	--	--	-		--	--	--		\$0
(k) TOTAL	\$0	\$0	\$0	\$0		\$0	\$0	\$0		\$0
(l) Cost Share -Percentage							0%	100%		

¹- excludes administration Operation & Maintenance.

Applicant:

THE TABLE IS FORMATTED WITH FORMULAS:

FILL IN THE SHADED AREAS ONLY

Table 2: Annual Operations and Maintenance Costs (dollars / year)

(to be paid by Applicant)

Operations ⁽¹⁾ (I)	Maintenance (II)	Other (III)	Total (IV) (I)+(II)+(III)
			\$

(1) include annual O&M administration costs here

Table 3: Total Annual Project Costs

Annual Capital Costs ⁽¹⁾ (I)	Annual O&M Costs ⁽²⁾ (II)	Total Annual Costs (III) (I+II)
\$ -	\$ -	

(1) From Table 1, row k column IX

(2) From Table 2, column (IV)

Attachment 6.3. Cost/Benefit Analysis

Applicant:

THE TABLES ARE FORMATTED WITH FORMULAS:

FILL IN THE SHADED AREAS ONLY

Table 4: Project Annual and Total Local Monetary Benefits (in Dollars)

ANNUAL LOCAL BENEFITS, I	ANNUAL QUANTITY of Benefit, II	UNIT OF MEASUREMENT, III	Value of Benefit \$/unit IV	ANNUAL MONETARY BENEFITS (\$ / yr) V	DURATION (Y), VI	Net Present Value of Monetary Benefits, VII
(a) Avoided Water Supply Costs (Current or Future Source)				0		0.00
(b) Avoided Energy Costs				0		0.00
(c) Avoided Drainage Discharge or Treatment Costs				0		0.00
(d) Avoided Labor Costs				0		0.00
(e) Other (describe)				0		0.00
(f) Total [(a) + (b) + (c) + (d) + (e)]				0		\$0

⁴ Examples include avoided cost of current water supply (or future supply if available), energy savings, labor savings, waste water treatment.

Table 5: Cost / Benefits Ratio

(a) Total annual monetary benefits [Table 4, row (f), column V]		\$0
(b) Total project cost [From Table 1. Budget Table, row (k), column IV]		\$0
(c) Cost/Benefit Ratio [(b) / (a)]		0.00

ATTACHMENT 7 – PROJECT BENEFITS

(QUANTITATIVE AND QUALITATIVE DESCRIPTION OF BENEFITS)

(Please limit to 3 pages)

7.1 Qualitative Benefits - *Required of All Applicants*

7.1.A Qualitative Benefits: State (*= items to be included in the Grant Agreement)	
Project Title:	
Applicant:	
<i>Provide a detailed narrative of STATE project benefits. Provide time, pattern, location of benefits, and an estimate of the duration of those benefits / project life.</i>	
7.1.1*	State Water Quantity:
7.1.2*	State In-Stream Flow:
7.1.3*	State Water Quality:
7.1.4*	State Other Benefits:
7.1.B Qualitative Benefits: Local (*= items to be included in the Grant Agreement)	
<i>Provide a detailed narrative of LOCAL project benefits. Provide time, pattern, location of benefits, and an estimate of the duration of those benefits / project life.</i>	
7.1.5*	Local Water Quantity:
7.1.6*	Local In-Stream Flow:
7.1.7*	Local Water Quality:
7.1.8*	Local Other Benefits:

7.2. Quantitative Benefits - *Required of Section A Project Applicants*

7.2.A Quantitative Benefits: State (*= items to be included in the Grant Agreement)			
Project Title:			
Applicant:			
<i>For Section A projects, quantify the anticipated STATE benefits (water saved or in-stream flow, water quality, energy efficiency) after project is implemented. Describe the role that the applicant will have in control and management of project benefits.</i>			
Description		Measure of Benefit / Unit	Quantity
7.2.1*	State Water Quantity:		
7.2.2*	State In-Stream Flow:		
7.2.3*	State Water Quality:		
7.2.4*	State Other Benefits:		
7.2.B Quantitative Benefit: Local (*= items to be included in the Grant Agreement)			
<i>For Section A projects, quantify the anticipated LOCAL benefits (water saved or in-stream flow, water quality, energy efficiency) after project is implemented. Describe the role that the applicant will have in control and management of project benefits.</i>			
Description		Measure of Benefit / Unit	Quantity
7.2.5*	Local Water Quantity:		
7.2.6*	Local In-Stream Flow:		
7.2.7*	Local Water Quality:		
7.2.8*	Local Other Benefits:		

ATTACHMENT 8 – REDUCTION OR WAIVER OF COST SHARE FOR DISADVANTAGED COMMUNITIES OR ECONOMICALLY DISTRESSED AREAS

8.0 Reduction or Waiver of Local Cost Share	
Project Title:	
Applicant:	
<div style="display: flex; justify-content: space-between;"> <div style="width: 70%;"> <p><i>For Disadvantaged Community or Economically Distressed Applicants ONLY. At a minimum, the following information must be included (Refer to Exhibit II for details on what to include):</i></p> </div> <div style="width: 25%; text-align: center;"> <p>Please limit to 3 pages; pages will not be counted in total page limit</p> </div> </div>	
8.1	Documentation of the Presence of Disadvantaged or Economically Distressed Communities:
8.2	Documentation of Disadvantaged or Economically Distressed Community Participation:
8.3	Benefits and Impacts to Disadvantaged or Economically Distressed Communities:
8.4	<p>Calculation of Population and Median Household Income for the Disadvantaged Community or Economically Distressed Area and other applicable calculations for Economically Distressed Areas:</p> <p>Provide sample calculations showing the MHI of the population served by the water from the project and sample calculations or EDA Mapping Tool maps for other applicable criteria for supporting Economically Distressed Area determination. Applicants are required to submit maps or other information depicting the boundary of the applicant's service area. Applicants must provide documentation for the MHI of all individuals served by the water from the project (land owners, and other residents served by the project) in the applicant's service area.</p>
8.5	<p>Reduced or waived local share:</p> <p>Explain why the local share has to be reduced or waived. Enter the proposed local share in Budget Table, Attachment 6.</p>

ATTACHMENT 9 – QUALIFICATIONS OF APPLICANTS AND COOPERATORS

9.0 Qualifications of Applicants and Cooperators (*= items to be included in the Grant Agreement)	
Project Title:	
Applicant:	
<div> <div> (**= only for proposals on a regional scale with multiple entities) </div> <div> Please limit to 1 page; resumes will not be counted in page limit </div> </div>	
9.1*	List and describe the role of any external cooperators that will be used for this project.
9.2	Include a resume(s) of the project manager(s). Resumes may be attached to the end of the proposal and shall not exceed two pages.
9.3	List any funding received from State or federal agencies for previous water use efficiency projects. Declare whether or not this project is being funded in part by another state grant, or if the applicant is planning to apply to another program for funding.
9.4**	List any regional collaborators, the nature of the Grant Agreement between participants, the allocation of decision-making authority and liability, and the tasks to be performed by the different entities and costs associated with these tasks.

ATTACHMENT 10 – OUTREACH, COMMUNITY INVOLVEMENT, AND ACCEPTANCE

10.0 Outreach, Community Involvement, and Acceptance (* = items to be included in the Grant Agreement)	
Project Title:	
Applicant:	
<i>All applicants</i>	
Please limit to 1 page	
10.1*	Outreach: Describe your outreach efforts and plan:
10.2	Community Involvement:
10.3	Acceptance:
<i>Section B Applicants: additional information</i>	
10.4	Describe how information will be disseminated:

ATTACHMENT 11 – INNOVATION

11.0 Innovation	
Project Title:	
Applicant:	
Refer to Attachment Guidelines.	
Please limit to 1 page	
11.1	Describe how best available technology, innovative equipment, and innovative methodologies are used.

ATTACHMENT 12 – GHG EMISSION CALCULATIONS

12.0 GHG Emission Calculations

Project Title:

Applicant:

Energy savings include savings in electricity use and fossil fuel consumptions (diesel, natural gas, gasoline, etc.). If the applicant's project generates renewable energy, add the amount of renewable energy to the category of electricity saving.

Please limit
to 1 page

12.1 Calculate GHG Emission Reduction:

To convert the energy/fuel savings to the avoided Greenhouse Gas (GHG) emissions, use the following equation:

GHG Emission Reduction from electricity savings = (Energy Savings) x (Emission Factor)

or

GHG Emission Reduction from fossil fuel savings = (Fuel Savings) x (Emission Factor)

For calculation convenience, below are some Emission Factors quoted from a State Air Resources Board's report: www.arb.ca.gov/cc/protocols/localgov/pubs/lgo_Protocol_v1_1_2010-05-03.pdf

Type of Energy/Fuel	Emission Factors
Diesel	10.21 kgCO ₂ /gallon
Natural Gas	0.0545 kgCO ₂ /scf
Gasoline	8.78 kgCO ₂ /gallon
Electricity	424.1 kgCO ₂ e/MWh ¹²

scf – standard cubic foot. Standard condition refers to the air condition at temperature of 60 degrees Fahrenheit with 1 atmospheric pressure.
MWh – Megawatt-hours, an electricity unit.

Applicants are encouraged to demonstrate the ways in which their project produces both carbon sequestration and GHG emission reduction benefits.

Other web tools applicants may want to use include:

- CDFA's Greenhouse Gas Emission Calculator for Fuel Savings (<https://apps1.cdfa.ca.gov/emissioncalculator>).
- USDA-NRCS's COMET-Planner (<http://www.comet-planner.com>).

¹² The Emission Factor for electricity is from USEPA 2014 eGRID (2010 data, www.epa.gov/eGRID) for the non-baseload output emission rate in CAMX sub-region (California).

ATTACHMENT 13 – ENVIRONMENTAL INFORMATION FORM AND DOCUMENTS

13.0 Environmental Information Form and Documents	
Project Title:	
Applicant:	
<i>(† items required for Grant Agreement execution)</i>	
Not in page limit	
13.1†	Complete Environmental Information Form on the next page.
13.2	Provide copies of environmental documents, as applicable, with the hard copy submitted to DWR.

ENVIRONMENTAL INFORMATION FORM

Grant Recipients are responsible for complying with all applicable laws and regulations for their projects, including the California Environmental Quality Act (CEQA). Work that is subject to the CEQA shall not proceed under this Grant Agreement until document(s) that satisfy the CEQA process are received by the Department of Water Resources (DWR) and DWR has completed its CEQA compliance. Work that is subject to a CEQA document shall not proceed until and unless approved by the DWR. Such approval is fully discretionary and shall constitute a condition precedent to any work for which it is required. Once CEQA documentation has been completed, DWR will consider the environmental documents and decide whether to continue to fund the project or to require changes, alterations or other mitigation. **This form is to be completed by the Lead Agency.**

DWR Agreement #: To be determined

Lead Agency: _____

Project Title: _____

Project Manager: _____

Phone Number: _____

Address: _____

1. List the source of any other grants or funds received from the DWR to implement a portion of this project.

2. Is this a project as defined by CEQA?

☐ Yes

☐ No

- If yes, proceed to #3.
- If no, please explain below then skip to #8.

3. Is this project exempt from CEQA compliance?

☐ Yes

☐ No

- If no, skip to #4.
- If yes, check the appropriate response below, and then provide reasons for exemption in the space provided below. Once answered, skip to #7.

Cite the CEQA Article, Section and Title of the CEQA exemption, if appropriate

Statutory Exemptions: <http://resources.ca.gov/ceqa/guidelines/art18.html>

Categorical Exemptions: <http://resources.ca.gov/ceqa/guidelines/art19.html>

- ☐ Lead Agency has already filed a Notice of Exemption (NOE) with the State Clearinghouse and/or County Clerk. (Attach copy of NOE and, if applicable, a copy of Board Resolution)
- ☐ Lead Agency will file a NOE with the State Clearinghouse and/or County Clerk. Provide estimated date: _____
- ☐ Lead Agency will NOT file a NOE with the State Clearinghouse and/or County Clerk. *If Lead Agency chooses not to file a NOE, sufficient documentation and information must be submitted to the DWR Project Manager along with this form, to allow DWR to make its own CEQA findings.*

Reason for exemption:

4. Please check types of CEQA documents to be prepared:

- ☐ Negative Declaration
☐ Mitigated Negative Declaration Environmental
☐ Impact Report

5. Please describe the status of the CEQA documents, expected date of completion, and estimated cost, if requesting DWR funds relating to CEQA compliance:

Status: _____

Date of Completion: _____

Estimated Costs: _____

6. If the CEQA document has been completed, please provide the title of the document and the State Clearinghouse number if available. Submit an electronic version, or a CD copy, of the CEQA document and any environmental permits listed in Question 8 to the contact listed in the Commitment Letter.

7. Please list all required permits you must obtain to complete the project (attach additional pages as necessary). Submit electronic versions or a CD copy of any final permits already completed.

Type of Permit Required	Permitting Agency

8. This Environmental Information Form (EIF) was completed by:

Print Name: _____

Agency: _____ Phone: _____

Signature: _____ Date: _____

To be filled out by DWR Project Manager:

___ DWR received environmental documents

___ DWR made findings

ATTACHMENT 14 – PROJECT PRELIMINARY PLANS AND SPECIFICATIONS (For Construction Projects)

14.0 Project Preliminary Plans and Specifications	
Project Title:	
Applicant:	
For implementation projects and when applicable.	
Not included in page limit	
14.1	List below and provide copies of the project's plans and specifications to be mailed with hard copy to DWR.

ATTACHMENT 15 – COMPLIANCE WITH SB X7-7, AB 1404, AB 1420, AND OTHER REQUIREMENTS

15.0 Compliance with SB X7-7, AB 1404, AB 1420 and Other Requirements		
Project Title:		
Applicant:		
(not in page limit)		
Answer the questions below by stating “yes” or “no” in the right hand column. Where applicable, provide additional information/justification.		Yes/No (If Yes, describe compliance)
15.1	Are you an agricultural water supplier serving irrigated acreage of more than 25,000 acres excluding recycled water? If yes, indicate compliance status with SB X7-7 requirements below (See Final 2015 Agricultural Water Management Plan Guidebook at http://www.water.ca.gov/wateruseefficiency/agricultural/agmgmt.cfm)	
	• Did you submit an Agricultural Water Management Plan to DWR?	
	• Did you comply with the Agricultural Water Measurement Regulation?	
	• Did you adopt a pricing structure for water customers based at least in part on quantity delivered?	
	• Did you implement all locally cost-effective EWMPs?	
	• If not implementing EWMPs (measurement, pricing, and other EWMPs), have you submitted a schedule, financing plan, and budget for implementation to DWR?	
15.2	Are you an agricultural water supplier supplying 2,000 acre-feet or more of surface water annually for agricultural purposes or serving 2,000 or more acres of agricultural land? If yes, did you submit an AB 1404 aggregate farm-gate delivery form to DWR? (www.water.ca.gov/wateruseefficiency/agricultural/farmgatedelivery.cfm)	
15.3	Are you an urban water supplier? If yes, are you in compliance with:	
	• Urban Water Management Plan? – if you provide over 3,000 acre-feet of water annually, or serve more than 3,000 urban connections. (See http://www.water.ca.gov/urbanwatermanagement/)	
	• AB 2572 Water Meter Requirements in CWC §525 et seq.? (See http://www.water.ca.gov/wuegrants/ResourcesWUECode.cfm)	
	• AB 1420 requirements? (See http://www.water.ca.gov/wuegrants/ResourcesWUECode.cfm)	
	• SB X7-7 Requirements—on and after July 1, 2016, an urban water supplier is not eligible for a water grant or loan awarded or administered by the State unless the supplier complies with SB X7-7 water conservation requirements outlined in Part 2.55 (commencing with §10608) of Division 6 of the CWC.	
15.4	Are you in compliance with CWC §10920 et seq. - Groundwater Monitoring Program requirements? (See www.water.ca.gov/groundwater/casgem/)	
15.5	Are you in compliance with Part 5.1 (commencing with §5100) of Division 2 of the CWC - Surface Water Diversion Reporting requirements? (See www.waterboards.ca.gov/waterrights/water_issues/programs/diversion_use/index.shtml)	

15.6	Does the proposed project directly affect groundwater levels or quality? If yes, provide required information identified in Exhibit VII to describe/explain how the Appliant is complying with Groundwater Planning Requirements (established under Division 6 of the CWC, commencing with §10000).	
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